



**STATE OF IOWA**  
invites applications for the position of:

## **Commandant Iowa Veterans Home**

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**SALARY:** \$84,240.00 - \$128,890.00 Annually  
**LOCATION:** Marshalltown - 50158 - Marshall County  
**JOB TYPE:** Full-time  
**AGENCY:** 671 Iowa Veterans Home  
**OPENING DATE:** 04/20/17  
**CLOSING DATE:** 04/30/17 11:59 PM  
**LINKEDIN TAG:** #LI-POST  
**POINT OF CONTACT:** Troy Green

**TO APPLY:**

DO NOT apply on NEOGOV. This position is exempt from the screening and referral requirements of the Iowa Department of Administrative Services – Human Resources Enterprise. For consideration, please forward cover letter and resume to: Troy Green, Human Resource Associate, Iowa Department of Administrative Services (DAS-HRE), Hoover Bldg. - Level A, Des Moines, IA 50319. Office: (515) 281-7611, FAX: (515) 281-7970, or email: [troy.green@iowa.gov](mailto:troy.green@iowa.gov)

**JOB DESCRIPTION:**

**This is a courtesy posting for a non-merit position for the Iowa Veterans Home. Do not apply through NEOGOV. Applicants must follow instructions in the "To Apply" section.**

**The Commandant is appointed by and reports to the Governor and is subject to confirmation by the Iowa State Senate. This is an at-will position and the person selected serves at the pleasure of the Governor.**

Consider this rewarding opportunity as Commandant of the third largest state-owned Veterans home in the nation. The Iowa Veterans Home (IVH) has approximately 750 operating beds, offering both nursing care and residential care facilities, with an approximate \$82 million annual budget. The IVH campus is located in Marshalltown, just minutes from the Des Moines metro area.

The State of Iowa offers a competitive compensation package that features a defined benefit pension plan (through IPERS) and a deferred compensation plan. Housing allowance and relocation benefits available.

**MINIMUM QUALIFICATION REQUIREMENTS:**

The commandant shall be a resident of the state of Iowa who served in the armed forces of the United States and was honorably discharged

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**TO CONTACT THE HIRING AGENCY:**

1301 Summit St  
Marshalltown, IA 50158

<http://ivh.iowa.gov/>

To Contact DAS HRE: [dashre.info@iowa.gov](mailto:dashre.info@iowa.gov)

Position #17-00049  
COMMANDANT IOWA VETERANS HOME  
KF

**Please Note: The Hiring Agency listed above is responsible for all decisions regarding interviews and hiring.  
Please contact them if you have questions.**

**The State of Iowa is an Equal Opportunity/Affirmative Action Employer.**

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**STATE OF IOWA**  
invites applications for the position of:

## **Executive Director Veterans Affairs**

**SALARY:** \$73,250.00 - \$112,070.00 Annually  
**LOCATION:** Johnston - 50131 - Polk County  
**JOB TYPE:** Full-time  
**AGENCY:** 670 Iowa Department of Veterans' Affairs  
**OPENING DATE:** 10/26/17  
**CLOSING DATE:** 11/05/17 11:59 PM  
**LINKEDIN TAG:** #LI-POST  
**POINT OF CONTACT:** Troy Green; troy.green@iowa.gov

**TO APPLY:** DO NOT apply on NEOGOV. This position is exempt from the screening and referral requirements of the Iowa Department of Administrative Services - Human Resources Enterprise. For consideration, please forward a cover letter and resume to: Troy Green, Human Resources Associate, Iowa Department of Administrative Services (DAS-HRE), Hoover Bldg. - Level A, Des Moines, IA 50319. Office: (515) 281-7611, FAX: (515) 281-7970, or email: troy.green@iowa.gov

### **JOB DESCRIPTION:**

**This is a courtesy posting for a non-merit position for the Iowa Department of Veterans Affairs. Do not apply through NEOGOV. Applicants must follow instructions in the "To Apply" section.**

**The Executive Director is appointed by and reports to the Governor and is subject to confirmation by the Iowa State Senate. This is an at-will position and the person selected serves at the pleasure of the Governor.**

Consider this rewarding opportunity as Executive Director of the Iowa Department of Veterans Affairs. The department stands as a voice and an advocate for veterans and their families. The department's benefits specialists are dedicated to ensuring Iowa veterans, their dependents, and their survivors receive the full measure of county, state, and federal benefits to which they are entitled. The Executive Director is also responsible for overseeing the Iowa Veterans Cemetery, coordinating the Iowa Commission of Veterans Affairs, and advising the 99 County Commissions of Veterans Affairs.

### **MINIMUM QUALIFICATION REQUIREMENTS:**

The Executive Director shall be a resident of the State of Iowa and an honorably discharged veteran who served in the armed forces of the United States during a conflict or war.

#### **TO CONTACT THE HIRING AGENCY:**

7105 NW 70th Ave  
Camp Dodge, Bldg 3465  
Johnston, IA 50131

Position #18-00389  
EXECUTIVE DIRECTOR VETERANS AFFAIRS  
BT

<https://va.iowa.gov/>

To Contact DAS HRE: [dashre.info@iowa.gov](mailto:dashre.info@iowa.gov)

**Please Note: The Hiring Agency listed above is responsible for all decisions regarding interviews and hiring.  
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**STATE OF IOWA**  
invites applications for the position of:

**Director of the Iowa Department of  
Administrative Services**

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<b>SALARY:</b>	\$100,840.00 - \$154,300.00 Annually
<b>LOCATION:</b>	Des Moines - 50319 - Polk County
<b>JOB TYPE:</b>	Full-time
<b>AGENCY:</b>	350 Governor's Office
<b>OPENING DATE:</b>	05/09/19
<b>CLOSING DATE:</b>	05/30/19 11:59 PM
<b>LINKEDIN TAG:</b>	#LI-POST
<b>POINT OF CONTACT:</b>	Kassidy.krause@iowa.gov
<b>TO APPLY:</b>	Submit cover letter and resume to Kassidy Krause via email at Kassidy.krause@iowa.gov before May 31, 2019.

**JOB DESCRIPTION:**

The State of Iowa is seeking candidates for the position of Director of the Iowa Department of Administrative Services (DAS). This position is appointed by and reports to the Governor and is subject to confirmation by the Iowa State Senate.

DAS is responsible for managing and coordinating human, financial, and physical resources of state government. The mission of DAS is to provide efficient, effective, and collaborative valued-added products and services to internal state government customers.

**Objectives**

- Implement robust collaborative working relationships with other state agency directors to aid in solutions for complex policy issues.
- Develop and oversee strategic business initiatives from development through successful execution focused on operational improvement and efficiency.
- Provide information and guidance on state policy in inclusive manner to benefit state agency customers.
- Improve current processes and coordinate organizational procedures for optimized efficiency and productivity for the benefit of state agency customers.

**Annual Salary** - \$100,840 - \$154,300

**Application process** - Submit cover letter and resume to Kassidy Krause via email at Kassidy.krause@iowa.gov before May 31, 2019.

**MINIMUM QUALIFICATION REQUIREMENTS:**

- Experience and/or education of five or more years in management in public and/or private sector.
- High-level organizational experience in operational management in areas of employment, financial management, and policy development and implementation.
- Agile business mind with a focus on developing creative solutions.

- Excellent management, project management, and communication skills.

**Iowa Code Requirements**

The director shall not be a member of any local, state, or national committee of a political party, an officer or member of a committee in any partisan political club or organization, or hold or be a candidate for a paid elective public office.

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**TO CONTACT THE HIRING AGENCY:**

Position #19-02660  
DIRECTOR OF THE IOWA DEPARTMENT OF ADMINISTRATIVE  
SERVICES  
BT

To Contact DAS HRE: [dashre.info@iowa.gov](mailto:dashre.info@iowa.gov)

**Please Note: The Hiring Agency listed above is responsible for all decisions regarding interviews and hiring.  
Please contact them if you have questions.**

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**STATE OF IOWA**  
invites applications for the position of:

## **Director of the Iowa Department of Human Services**

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<b>SALARY:</b>	\$48.48 - \$74.18 Hourly \$100,840.00 - \$154,300.00 Annually
<b>LOCATION:</b>	Des Moines - 50319 - Polk County
<b>JOB TYPE:</b>	Full-time
<b>AGENCY:</b>	350 Governor's Office
<b>OPENING DATE:</b>	07/01/19
<b>CLOSING DATE:</b>	07/15/19 11:59 PM
<b>LINKEDIN TAG:</b>	#LI-POST
<b>POINT OF CONTACT:</b>	Kassidy Krause at <a href="mailto:Kassidy.krause@iowa.gov">Kassidy.krause@iowa.gov</a>
<b>TO APPLY:</b>	Please submit cover letter and resume to Kassidy Krause via email at <a href="mailto:Kassidy.krause@iowa.gov">Kassidy.krause@iowa.gov</a> before July 15, 2019.

### **JOB DESCRIPTION:**

The State of Iowa is seeking candidates for the position of Director of the Iowa Department of Human Services (DHS). This position is appointed by and reports to the Governor and is subject to confirmation by the Iowa State Senate.

The mission of DHS is to help Iowans achieve healthy, safe, stable, and self-sufficient lives through designated state and federal programs / services.

Each month, DHS serves over 988,000 clients which is more than 32 percent of Iowa's population. Its programs and services span the following areas:

- **Health Programs** (Medicaid, etc.)
- **Behavioral & Disabilities Health Programs** (Mental Health Institutes, Resource Centers, and Core Services, etc.)
- **Safety, Well Being and Permanency for Children** (Child Abuse Prevention, Eldora State Training School, and Comprehensive Family Support Programs, etc.)
- **Employment and Economic Security** (Family Investment Program, PROMISE JOBS, Child Care Assistance, and Child Support Recovery, etc.)

The Director of DHS leads and assures the effective administration of, the Iowa Department of Human Services (DHS) and its programs and services as well as all federal-state agreements and contracts between DHS and its Managed Care Organizations or vendors, in accordance with applicable State and Federal laws.

### **Objectives**

- Oversee the development, refinement, implementation, transparency, and monitoring of strategic and operational plans, management goals and objectives, and internal policies and procedures.
- Develop and oversee strategic business initiatives from development through successful execution focused on operational improvement and efficiency.
- Provide information and guidance on state policy in inclusive manner to benefit state agency customers.

- Improve current processes and coordinate organizational procedures for optimized efficiency and productivity for the benefit of state agency customers.
- Monitor and provide recommendations related to emerging issues or developments at the federal government level which impacts DHS programs or services.
- Implement robust collaborative working relationships with other state agency directors to aid in solutions for complex policy issues.
- Represent the Department with constituents, public and private organizations, and industry groups.

### **Competencies Required**

- Possess proven understanding of business and management principles involved in strategic planning, policy development, financial management, resource allocation, and human resources.
- Demonstrate a high level of leadership ability, and proven abilities to work and communicate effectively with persons and organizations of diverse opinions, positions, and background.
- Possess an agile business mind with a focus on developing creative solutions.
- Proven excellent management, project management and communication skills.

### **Minimum Qualifications**

Applicants must meet at least one of the following minimum requirements to qualify for this position.

1. Graduation from an accredited four-year college or university with a bachelor's degree in public administration, social work, psychology, human services, or business management and/or experience equal to 10 years of full-time management/executive level work in the fields of child welfare, social work or services, healthcare, hospital or health system administration, or business.

### **Iowa Code Requirements**

The director shall be selected primarily for administrative ability. The director shall not be selected on the basis of political affiliation and shall not engage in political activity while holding this position.

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### **TO CONTACT THE HIRING AGENCY:**

Position #20-00001  
DIRECTOR OF THE IOWA DEPARTMENT OF HUMAN  
SERVICES  
KF

To Contact DAS HRE: [dashre.info@iowa.gov](mailto:dashre.info@iowa.gov)

**Please Note: The Hiring Agency listed above is responsible for all decisions regarding interviews and hiring. Please contact them if you have questions.**

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**STATE OF IOWA**  
invites applications for the position of:

## **Public Relations Manager**

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**SALARY:** \$95,097.00 - \$135,262.00 Annually  
**LOCATION:** Des Moines - 50319 - Polk County  
**JOB TYPE:** Full-time  
**AGENCY:** 350 Governor's Office  
**OPENING DATE:** 06/03/19  
**CLOSING DATE:** 06/13/19 11:59 PM  
**LINKEDIN TAG:** #LI-POST  
**POINT OF CONTACT:** Kassidy.krause@iowa.gov  
**TO APPLY:** Submit cover letter, resume, and writing sample to Kassidy Krause via email at Kassidy.krause@iowa.gov before June 14, 2019.

### **JOB DESCRIPTION:**

The Governor's office is seeking candidates for the position of Public Relations Manager. The Public Relations Manager (PRM) plans and directs creation of material to maintain and enhance the initiatives set forth by the Governor. The PRM will lead, coordinate and write speeches for the Governor. This position serves at the pleasure of the Governor and reports to the Chief of Staff and will partner with the Communications Director.

### **Objectives**

- The PRM will coordinate counterpart communication managers in state agencies to plan, develop and write key messages and presentations for Governor's initiatives and goals.
- The PRM will coordinate and develop a strategic public relations plan across the Governor's initiatives and goals.
- The PRM will coordinate alignment of Governor's initiatives and goals across state agencies to ensure messages and materials are consistent and in sync.
- The PRM will evaluate social, economic, and political trends and recommend ways to use trends to enhance the state of Iowa's, initiatives, goals and messages.
- The PRM will coordinate and direct economic development policy for the Governor's office.

### **MINIMUM QUALIFICATION REQUIREMENTS:**

**The ideal candidate will possess all of the following skills and knowledge:**

- Experience and/or education of five or more years in communications, public relations, and/or speech writing.
- Agile business mind with a focus on developing creative solutions.
- Excellent management, project management and communication skills.
- Ability to read and understand information and ideas presented verbally and in writing and effectively communicate information and ideas verbally and in writing.
- Must have strong writing abilities and have previously written speeches

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### **TO CONTACT THE HIRING AGENCY:**

Position #19-02861  
PUBLIC RELATIONS MANAGER  
BT

To Contact DAS HRE: [dashre.info@iowa.gov](mailto:dashre.info@iowa.gov)

**Please Note: The Hiring Agency listed above is responsible for all decisions regarding interviews and hiring.  
Please contact them if you have questions.**

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**STATE OF IOWA**  
**invites applications for the position of:**

## **Executive Director**

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**SALARY:** \$48.48 - \$74.18 Hourly  
\$3,878.46 - \$5,934.62 Biweekly  
\$100,840.00 - \$154,300.00 Annually

**LOCATION:** Des Moines - 50319 - Polk County

**JOB TYPE:** Full-time

**AGENCY:** 336 Iowa Communications Network

**OPENING DATE:** 06/28/18

**CLOSING DATE:** 07/30/18 11:59 PM

**LINKEDIN TAG:** #LI-POST

**POINT OF CONTACT:** Mark Johnson at mark.johnson@iowa.gov

### **JOB DESCRIPTION:**

**This is a non-merit position with the Iowa Communications Network.**

#### **DESCRIPTION:**

The Iowa Telecommunications and Technology Commission (ITTC), as authorized by Code of Iowa Chapter 8D, is seeking candidates for appointment to the Executive Director position at the Iowa Communications Network (ICN). The appointee is subject to confirmation by the Iowa Senate. The appointee will also be subject to a background check conducted by the State of Iowa.

The Executive Director will represent the ITTC in its role as the sole authority to supervise management, development, and operation of the ICN. On an ongoing basis, the Executive Director works closely with private sector telecommunications companies, elected officials (federal, state, educational, judicial, healthcare, etc.) and other authorized Network users.

The ICN is the country's premier distance learning and state government Network, committed to continued enhancement of distance learning and providing Iowans with convenient, equal access to education and government. The ICN provides high-speed broadband Internet, data, IP video, voice, and cybersecurity services to K-12 schools, higher education institutions, hospitals and clinics, state and federal government, National Guard armories, and libraries.

#### **Duties and Responsibilities include:**

- Through division managers, administer, direct, and coordinate comprehensive substantive programs which have a direct impact on ICN customers and services.
- Provide support and information for ITTC policy-making and carry out the decisions of the ITTC.
- Communicate with state appropriate state agency personnel and legislators regarding financial matters which may affect the overall operations of the ICN.
- Focus the ICN as a business, by developing business cases for investing ICN resources, and planning and managing financial resources via realistic short, intermediate, and long-term financial and business goals.
- Evaluate and resolve operational problems; develop policies and procedures fostering coordination among subordinate managers.
- Direct the preparation of ITTC budgets and related governmental expenditures.
- Develop and maintain effective working relationships with a broad spectrum of people, to include: private sector representatives, elected officials (federal, state) and other representatives of authorized Network users (education, judicial, healthcare, etc.).

- Ensure that the use, design, and implementation of the Network for education applications and educational users are given the highest priority.
- Develop or direct the development of administrative rules, legislative proposals, and policies and procedures required to manage ICN programs and projects having major impact upon state government operation.

### **Competencies:**

- Strategic planning: Identify long-term goals and champion the implementation of different or alternative ideas.
- Vision: Successfully use a mix of private and public input to plan and articulate an ICN "vision" to internal and external customers, with a strong mission statement and accompanying goals.
- In-depth Problem Solving and Analysis: Solve difficult problems through careful and systematic evaluation of information, including possible alternatives and consequences.
- Championing Change: Take action to drive, support, and implement change initiatives effectively.
- Driving for Results: Challenge and push the organization as well as self, to excel and achieve.
- Influencing and Persuading: Convince others to adopt a course of action.
- Managing Others: Direct and lead others to accomplish organizational goals and objectives.
- Organizational Savvy: Recognize and understand organizational politics and work within organizational dynamics to accomplish objectives.
- Business Acumen: Understand general business and financial concepts, understand ICN's business, and use both general and specific knowledge to be effective.
- Integrity: Uphold a high standard of fairness and ethics in everyday words and actions.
- Courage of Convictions: Have the personal courage to address difficult issues in the face of potential opposition.
- Presentation Skills: Be able to effectively communicate to an audience in formal and informal settings.
- Continuous Learning: Strive to expand knowledge and refine skills through education and training. Inspire others to develop and refine the knowledge and skills relevant to their work.
- Talent Development and Management: Develop individual abilities by coaching, mentoring, and advising - challenge others to improve. Address performance issues and groom general and executive staff for advancement.
- Flexibility: Demonstrate adaptability and openness to alternative solutions and flexibility when interacting with others - understand their attitudes, needs, interests, and perspectives.

### **Essential Functions of the Position:**

- Ability to be sensitive to high public profile of the ICN and its impact on various stakeholder groups
- Excellent knowledge of telecommunications and financial management practices
- Ability to deal in a professional manner with elected officials, government officials, and a variety of other high-level positions
- Ability to work with the educational community to ensure a strong partnership
- Ability to create and communicate a 'vision' for the ICN and establish and implement the plan for that vision
- Ability to work in a team environment - providing leadership and management for all staff related to the operation of the ICN
- Ability to interact with customers in a consistent, businesslike, customer service oriented manner
- Ability to adjust to change or difficult situations impacting people or groups, and tactfully deal with people
- Ability to speak, write, and understand English
- Possess working level knowledge of PC based software applications, including Google applications and Microsoft Excel and Word

It is the policy of the executive branch of state government in the State of Iowa to provide equal employment opportunity within state government to all persons. (Iowa Code 19B.) The intent of this policy is to ensure that individuals are not denied equal access to state employment opportunities because of their race, creed, color, religion, sex, national origin, age, physical or mental disability, sexual orientation, or gender identity, consistent with applicable state and federal policies and regulations. It is also the policy of the executive branch of state government in the State of Iowa to apply affirmative action measures to correct the underutilization of females, minorities, and persons

with disabilities in the state employment system whenever remedial measures are appropriate.

**To Apply: Applicants should click on the "Apply" button on THIS page and complete the application.**

### **MINIMUM QUALIFICATION REQUIREMENTS:**

Graduation from an accredited four-year college or university or equivalent experience in the field of telecommunications/technology and the equivalent of eight years of full-time progressively responsible management experience in a leadership position in finance, law, telecommunications, regulation, data processing, public administration, business administration, or engineering.

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#### **TO CONTACT THE HIRING AGENCY:**

Grimes State Office Building  
400 E 14th St  
Des Moines, IA 50319

Position #18-02332  
EXECUTIVE DIRECTOR  
MW

<https://icn.iowa.gov/>

To Contact DAS HRE: [dashre.info@iowa.gov](mailto:dashre.info@iowa.gov)

**Please Note: The Hiring Agency listed above is responsible for all decisions regarding interviews and hiring. Please contact them if you have questions.**

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### **Executive Director Supplemental Questionnaire**

- \* 1. Do you understand that the answers to all of the following questions must be truthful, honest, and accurate to the best of your ability?  
Please read all questions and answers thoroughly and make sure you understand them completely.  
**Ensure the answers to your questions match the information filled out on your application and the attachments you have uploaded. If the answers to your questions are inconsistent with your application information or uploaded attachments, you will be given zero points for the question.** Knowingly misrepresenting the facts when submitting any information related to an application, examination, certification, appeal, or any other facet of the selection process will result in your disqualification from this application and future employment with the state of Iowa.
- ☐ Yes - I understand and agree.  
☐ No
- \* 2. Do you have four years of accredited four-year college or university course work in the field of telecommunications/technology AND/OR four years of experience in the field of telecommunications/technology? 30 semester hours equals one year of experience. **IF YES** - How many years do you have of ADDITIONAL experience (experience NOT used to answer Part One of this question) in full-time progressively responsible management work in one or more of the following?
- Leadership position in finance
  - Law
  - Telecommunications,
  - Regulation
  - Data processing
  - Public administration
  - Business administration
  - Engineering
- ☐ Not applicable  
☐ Two years to less than four years of the required experience.  
☐ Four years to less than six years of the required experience.  
☐ Six years to less than eight years of the required experience.  
☐ Eight years or more of the required experience.

\* Required Question



**STATE OF IOWA**  
invites applications for the position of:

## **Director of Human Services**

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**SALARY:** \$100,840.00 - \$154,300.00 Annually  
**LOCATION:** Des Moines - 50319 - Polk County  
**JOB TYPE:** Full-time  
**AGENCY:** 401 Dept of Human Services - Central Office  
**OPENING DATE:** 05/31/17  
**CLOSING DATE:** 06/11/17 11:59 PM  
**LINKEDIN TAG:** #LI-POST  
**POINT OF CONTACT:** Troy Green, troy.green@iowa.gov

**TO APPLY:** DO NOT apply on NEOGOV. This position is exempt from the screening and referral requirements of the Iowa Department of Administrative Services – Human Resources Enterprise. For consideration, please forward cover letter and resume to: Troy Green, Human Resource Associate, Iowa Department of Administrative Services (DAS-HRE), Hoover Bldg. - Level A, Des Moines, IA 50319. Office: (515) 281-7611, FAX: (515) 281-7970, or email: troy.green@iowa.gov

### **JOB DESCRIPTION:**

**This is a courtesy posting for a non-merit position for the Director of Human Services. Do not apply through NEOGOV. Applicants must follow instructions in the "To Apply" section.**

**The Director is appointed by and reports to the Governor and is subject to confirmation by the Iowa State Senate. This is an at-will position and the person selected serves at the pleasure of the Governor.**

The State of Iowa offers a competitive compensation package that features a defined benefit pension plan (through IPERS) and a deferred compensation plan. Housing allowance and relocation benefits available.

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### **TO CONTACT THE HIRING AGENCY:**

Position #17-00237  
DIRECTOR OF HUMAN SERVICES  
BT

<http://dhs.iowa.gov/>

To Contact DAS HRE: [dashre.info@iowa.gov](mailto:dashre.info@iowa.gov)

**Please Note: The Hiring Agency listed above is responsible for all decisions regarding interviews and hiring. Please contact them if you have questions.**

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